

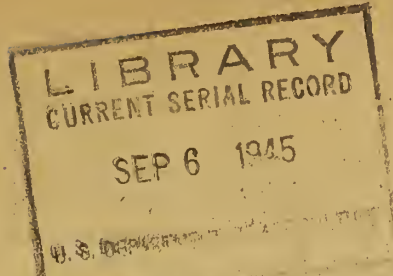
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WAR FOOD ADMINISTRATION  
Washington 25, D. C.



December 13, 1944

MEMORANDUM TO OFFICIALS OF THE WAR FOOD ADMINISTRATION

Attached is a revision of Administrator's Memorandum No. 27, which brings together in one document all outstanding supplements and amendments, and makes certain changes, effective January 1, 1945, in the organization of WFA. This action is based upon the necessity of adapting the structure of WFA to the form best calculated to enable it to carry out the responsibilities assigned to it, at this crucial stage of the war, in a manner that will assure the most effective and orderly use of its powers in contributing to the victory and peace that will follow. Following is a resume of the principal changes effected by the attached Memorandum:


- (1) The Office of Distribution and the Office of Production are abolished and three new offices are established, each to be headed by a Director - the Office of Basic Commodities, the Office of Marketing Services, and the Office of Supply.
- (2) The functions, funds, personnel, and property of the Office of Production dealing with feed management and crop production are transferred to AAA, while its land conservation functions are transferred to the Soil Conservation Service.
- (3) To the new office of Marketing Services, until further notice to be headed by Mr. Lee Marshall, are transferred the functions, funds, personnel, and property of the Office of Distribution relating (a) to the regulatory, inspection, and service statutes; (b) to maximum price and rationing regulations; (c) to school lunch and direct distribution programs under Section 32; (d) to the compliance activities of the Compliance Branch; (e) to the contact work with food industries and other activities of the Industry Operations Branch; (f) to the activities of the Marketing Facilities Branch; (g) to the activities of the Marketing Reports Division; (h) to the civilian food requirements work of the Civilian Food Requirements Branch; (i) to the activities of the Nutrition Program Branch; (j) to the activities of the Distribution Planning Branch (except its price support and subsidy activities); and (k) to activities relating to the formulation, administration and enforcement of War Food Order programs (except those assigned to other WFA agencies).
- (4) To the new Office of Supply, also until further notice to be headed

by Mr. Lee Marshall, are transferred the functions, funds, personnel, and property of the Office of Distribution relating (a) to the activities of Requirement and Allocations Control, to Program Liaison, to the Procurement and Price Support Branch, and to the Shipping and Storage Branch; (b) to activities in connection with the administration of WFO's 71, 73, 74, 63, and 116; (c) to activities respecting plant facilities and financing; (d) to activities involving use of CCC or Section 32 funds, except the school lunch and direct distribution programs; (e) to activities relating to requisitioning of food and acquisition of property; (f) and to activities respecting procurement, price support, and subsidy operations.

(5) To the new Office of Basic Commodities, to be headed by Mr. Carl C. Farrington, are transferred the functions, funds, personnel, and property of CCC relating to the Cotton, Grain, General Crops, Hemp, Oilseeds, and Sugar Divisions.

(6) Immediate responsibility for lending, buying, selling, storage, transportation, subsidy, and price support programs of the WFA is divided between the Director of Supply and the Director of Basic Commodities, on a commodity basis, and they will carry out these duties as Vice Presidents of CCC. However, the Director of Supply will have general supervision over all procurement for Government needs. In addition to the responsibilities mentioned above, the Director of Supply and the Director of Basic Commodities will conduct disposal operations with respect to food, in line with the assignments made to them, arising under the Surplus War Property Act.

(7) The Federal Crop Insurance Corporation is made an independent program agency of WFA.

A handwritten signature in dark ink, reading "Marvin Jones". The signature is written in a cursive, flowing style with a large, prominent "M" and "J".

Administrator



WAR FOOD ADMINISTRATION  
Washington 25, D. C.

December 13, 1944

ADMINISTRATOR'S MEMORANDUM NO. 27, REVISION 1

Organization of War Food Administration

Administrator's Memorandum No. 27, as supplemented and amended, is hereby revised as follows:

I. OFFICE OF THE ADMINISTRATOR

To assist the War Food Administrator in the over-all planning, direction, and execution of the programs of the War Food Administration, there are hereby established in the Office of the Administrator the positions of three Assistant Administrators, one of whom shall be designated as First Assistant Administrator. Under the general supervision of the Administrator, each Assistant Administrator shall be responsible for such matters as may be assigned to him by the Administrator. He shall be authorized to sign or approve, under the title of First Assistant Administrator or Assistant Administrator, as the case may be, all matters which the Administrator may sign or approve.

When the Administrator is absent, or unable to act, the First Assistant Administrator shall be the Acting Administrator. In the absence of both the Administrator and the First Assistant Administrator, one of the Assistant Administrators shall serve as Acting Administrator.

In the Office of the Administrator, there will be one or more Special Advisors to the Administrator and one or more Assistants to the Administrator. As set forth in the Federal Register of June 15, 1943 (8 F. R. 8087), the duties of one of the Assistants to the Administrator will include the performance, for the War Food Administrator, of regulatory functions as defined in the so-called Schwellenbach Act approved April 4, 1940 (50 Stat. 81; 5 U. S. C. 1940 ed. 516a-516e).

II. STAFF AGENCIES

There shall be attached to the Office of the Administrator the following Staff Agencies:

Office of Price  
Office of Surplus Property and Reconversion  
Office of Transportation  
Office of Water Utilization  
The National War Board

There shall be a Director at the head of each of these Staff Agencies (with the exception of the National War Board, which shall be under the supervision of a Chairman) who shall, in directing the activities of his agency, act under the general supervision of the Administrator or Assistant Administrators, as the case may be. Except as otherwise provided herein or as may be provided by the Administrator, the head of each staff agency may, in his discretion, delegate and provide for the subdelegation of his authority to the officers and employees of his office.

The Office of Price. The Director of Price shall have supervision over all functions of the Administration relating to approval of maximum prices to be fixed for agricultural commodities or products; relating to price support programs in connection with particular commodities; and relating to price stabilization operations. The Director of Price shall prepare or review recommendations covering commodities to be supported and the levels and methods of support. The services of all agencies and personnel of the Administration shall be available to the Director of Price in carrying out his responsibilities. All dockets and formal correspondence with respect to these matters, prior to submission to the War Food Administrator for approval or other consideration, shall be transmitted to the Office of Price for review and recommendation.

Office of Surplus Property and Reconversion. (1) The Director of Surplus Property and Reconversion shall exercise general supervision over and shall coordinate the functions and responsibilities of the Administration arising under (a) Executive Order 9425 establishing the Surplus War Property Administration, dated February 19, 1944 (9 F. R. 2071); (b) the Surplus Property Act of 1944 (Public Law 457, 78th Cong., 2nd Sess.), approved October 3, 1944; (c) the War Mobilization and Reconversion Act of 1944 (Public Law 458, 78th Cong., 2nd Sess.), approved October 3, 1944; ;and (d) the Contract Settlement Act of 1944 (Public Law 395, 78th Cong., 2nd Sess.), approved July 1, 1944. In carrying out his responsibilities, the Director of Surplus Property and Reconversion shall be responsible for the preparation of and submission to the Administrator for approval all statements of policy and all general procedures concerning the interests of the Administration in the programs carried out under these authorities; shall review and make recommendations with respect to all dockets and formal correspondence with respect to these matters, prior to submission to the War Food Administrator for approval or other consideration; and shall also act as alternate for the Administrator in communicating with other Government agencies with respect to these matters. The services of all agencies and personnel of the Administration shall be available to the Director of Surplus Property and Reconversion in carrying out his responsibilities.

(2) The disposal functions assigned to the War Food Administration under



items (a) and (b) of paragraph (1), above, shall, under the general supervision of the Director of Surplus Property and Reconversion, be carried out (a) with respect to materials, equipment, and facilities, by the Director of Materials and Facilities and the Chief of the Agricultural Adjustment Agency in line with the assignments made to them under General Departmental Circular No. 31 and Administrator's Memorandum No. 45; and (b) with respect to foods by the Director of Basic Commodities or the Director of Supply, as the case may be, according to the commodity concerned, in line with assignments hereinafter made to them in part III of this Memorandum with respect to programs involving the exercise of the powers of the Commodity Credit Corporation. No redelegation of the authorities herein vested shall be made except upon the recommendation of the Director of Surplus Property and Reconversion and the approval of the Administrator. These assignments shall be carried out under regulations or procedures prepared under the direction of the Director of Surplus Property and Reconversion and approved by the Administrator.

Office of Transportation. The director of Transportation shall have the function of coordinating the transportation work of the various agencies of the War Food Administration and shall be responsible for formulating and supervising the execution of general transportation policies and for directing Administration activities in connection with the movement of food and farming and food processing materials or facilities within and into and out of the country. The Director of Transportation shall be responsible for the review of and submission to the Administrator of all statements of policy and procedure requiring his approval or other consideration with respect to transportation matters. He shall also review and make recommendations with respect to all dockets and formal correspondence respecting transportation matters prior to submission to the Administrator for approval or other consideration. The services of all agencies and personnel of the Administration shall be available to the Director of Transportation in carrying out his responsibilities.

Office of Water Utilization. (1) The Director of Water Utilization shall exercise general supervision over and shall coordinate the functions and responsibilities of the agencies of the Administration with respect to all phases of water development, use, and disposal. In carrying out his responsibilities, the Director shall, with respect to all phases of water development, use, and disposal, (a) be responsible for the review of and submission to the Administrator of all statements of policy and procedure requiring his approval for the most effective means of discharging the responsibilities of the Administration; (b) review and make recommendations with respect to all dockets and formal correspondence prior to submission to the Administrator for approval or other consideration; (c) serve in a liaison capacity between agencies of the Administration and other agencies of the Government; (d) appraise the

contribution to food production of proposed water programs and projects developed by or submitted to the Administration for recommendations; and (3) maintain relations with research agencies working in the field of water development, use, and disposal, and aid in the summarization and interpretation of research results pertinent and effective to water programs of agencies of the Administration. In carrying out his responsibilities, the Director of Water Utilization shall work closely with the Land Use Coordinator on all matters in these fields involving overall departmental, or interdepartmental, policies and programs. The services of all agencies and personnel of the Administration shall be available to the Director of Water Utilization in carrying out his responsibilities.

(2) The functions and responsibilities of the Administration with respect to all phases of water development, use, and disposal involving critical materials, equipment, and facilities under priority or allocation control, shall, under the general supervision of the Director of Water Utilization, be carried out by the Director of Materials and Facilities. Other agencies of the Administration shall, under the general supervision of the Director of Water Utilization, continue to be responsible for the functions heretofore assigned to them involving water development, use, and disposal. These assignments shall be carried out in accordance with such regulations or procedures as may be prepared under the direction of the Director of Water Utilization and approved by the Administrator.

The National War Board. Until or unless otherwise provided, the National War Board, under the direction of its Chairman, shall continue to be responsible for those functions and to perform those activities heretofore assigned to it.

### III. PROGRAM AGENCIES

The Office of Distribution and the Office of Production are hereby abolished; and the functions, funds, personnel, and property of these Offices are transferred in the manner hereinafter set forth in this Memorandum. The following agencies, including a new Office of Basic Commodities, a new Office of Supply, and a new Office of Marketing Services, established by this Memorandum, shall function as independent program agencies within the War Food Administration:

- Agricultural Adjustment Agency
- Commodity Credit Corporation
- Extension Service
- Farm Security Administration
- Federal Crop Insurance Corporation
- Office of Basic Commodities
- Office of Labor



Office of Marketing Services  
Office of Materials and Facilities  
Office of Supply  
Soil Conservation Service

The Agricultural Adjustment Agency and the Soil Conservation Service shall each be under the direction of a Chief; the Commodity Credit Corporation shall be under the direction of a President; the Farm Security Administration shall be under the direction of an Administrator; the Federal Crop Insurance Corporation shall be under the direction of a Manager; and the Extension Service, the Office of Labor, the Office of Basic Commodities, the Office of Marketing Services, the Office of Materials and Facilities, and the Office of Supply shall each be under the direction of a Director. The head of each program agency shall, in directing the activities of his agency, act under the general supervision of the Administrator or Assistant Administrators, as the case may be, and, except as otherwise provided herein or as may be provided by the Administrator, may, in his discretion, delegate and provide for the sub-delegation of his authority to the officers and employees of his office.

Agricultural Adjustment Agency. The functions, funds, personnel, and property of the Office of Production relating to feed management and crop production activities are hereby transferred to the Agricultural Adjustment Agency; and such activities shall be carried out by the Agricultural Adjustment Agency under the supervision and control of the Chief of the Agricultural Adjustment Agency. Until or unless otherwise provided, the other functions of the Agricultural Adjustment Agency, under the supervision and control of its Chief, shall remain the same as heretofore prescribed in Memoranda issued by the Secretary of Agriculture or the War Food Administrator.

Commodity Credit Corporation. (1) In line with changes hereby made in the organization of the War Food Administration, the Board of Directors of the Commodity Credit Corporation shall be reconstituted to consist of the following:

War Food Administrator, Chairman  
President of the Commodity Credit Corporation  
Vice President of Commodity Credit Corporation for  
Administrative and Fiscal Services  
Chief of the Agricultural Adjustment Agency  
Director of Basic Commodities  
Director of Price  
Director of Supply  
Director of Surplus Property and Reconversion

(2) Officers of the Corporation shall be the President; three Vice Presidents (including a Vice President for Administrative and Fiscal Services),

one of which shall be the Director of Basic Commodities and one of which shall be the Director of Supply; a Secretary, and a Treasurer. Unless otherwise provided herein or prescribed by the Board of Directors, the Vice Presidents may designate such assistants as may be necessary to exercise the powers vested in them.

(3) The by-laws provide, among other things, that the Solicitor and the Director of Finance shall serve as legal advisor and finance advisor, respectively, to the Board of Directors, and in such capacities shall attend the meetings of the Board.

(4) The Vice President for Administrative and Fiscal Services shall be responsible for the administrative services and fiscal affairs of the Corporation, including general supervision of the affairs of the Office of the Treasurer. The Vice President for Administrative and Fiscal Services shall also serve as Secretary of the Corporation.

(5) Except as otherwise specifically authorized by the Administrator, and except for programs involving use of funds and authority under Section 32, Public Law 320, 74th Congress, the powers of the Commodity Credit Corporation shall be utilized for all lending, buying, selling, storage, transportation, subsidy, and price support activities of the War Food Administration with respect to food and food facilities as follows:

(a) The Director of Basic Commodities, acting in his capacity as Vice President of the Commodity Credit Corporation and using the facilities of the Office of Basic Commodities, shall be responsible for all such activities with respect to the following unprocessed commodities: Corn, wheat, cotton, tobacco, peanuts, rice, feed grains, wool, hemp, sugarcane, sugar beets and raw sugar, soybeans, flaxseed, and cottonseed; provided, that he shall be responsible for such activities with respect to (1) meeting Governmental requirements, only to the extent provided in subparagraph (b) hereof, and (2) feed, seed (except vegetable seed), fertilizer, and other production facilities for domestic use, only to the extent provided in subparagraph (c) hereof.

(b) The Director of Supply, acting in his capacity as Vice President of the Commodity Credit Corporation and using the facilities of the Office of Supply, shall be responsible for all such activities with respect to fruits and vegetables (including potatoes, dried peas and beans, and vegetable seed), livestock and livestock products, dairy products, poultry and poultry products, grain products (except feed), fats and oils, and all other processed food and food processing facilities. He shall also be responsible for all such activities to meet Governmental requirements, provided, that such responsibilities with respect to any commodity mentioned in subparagraph (a) hereof shall be carried out by the Director of Basic Commodities, acting in his capacity as Vice President of



the Commodity Credit Corporation and using the facilities of the Office of Basic Commodities, in accordance with directives issued by the Director of Supply and approved by the Administrator.

(c) The Director of Basic Commodities, acting in his capacity as Vice President of the Commodity Credit Corporation and using the facilities of the Office of Basic Commodities, shall be responsible for all such activities with respect to feed, seed (except vegetable seed), fertilizer, and other production facilities for domestic use, provided, that such responsibilities shall be carried out in accordance with directives prepared by the Chief of the Agricultural Adjustment Agency with the concurrence or recommendation of the Director of Supply and the approval of the Administrator.

(d) Responsibility for all such activities with respect to commodities not specifically assigned by subparagraph (a) or (b), above, shall be carried out by either the Director of Basic Commodities or the Director of Supply, acting in their capacities as Vice Presidents of the Commodity Credit Corporation and using the facilities of their respective offices, as may be determined by the Administrator.

(6) Responsibility for programs involving exercise of authority under Section 32, Public Law 320, 74th Congress, shall be vested in the Director of Basic Commodities or the Director of Supply, according to the commodity concerned, on the same basis as is indicated in paragraph (5) with respect to programs involving the exercise of the powers of the Commodity Credit Corporation.

(7) The Director of Basic Commodities and the Director of Supply, when discharging their responsibilities for programs which involve the exercise of the power of the Corporation, or of authority under Section 32, shall, upon the approval of the Administrator, use the facilities of the agency of the Administration which is best adapted to carry out such programs, and shall collaborate with such agency in the formulation of the programs concerned.

(8) All programs involving the exercise of the Commodity Credit Corporation powers or Section 32 authority by the Director of Basic Commodities or the Director of Supply shall be submitted by the Director formulating the program to the Administrator in docket form with the concurrence or recommendation of other interested agencies of the Administration, and of the Solicitor and the Director of Finance.

Extension Service. Until or unless otherwise provided, the functions of the Extension Service, under the supervision and control of the Director of Extension Work, shall remain the same as heretofore prescribed in Memoranda issued by the Secretary of Agriculture or the War Food



Administrator. In addition, he shall be responsible for all functions of the War Food Administration relating to intrastate labor, the Woman's Land Army, and the Victory Farm Volunteers. Such camps, equipment, and property as the Director of Labor has determined to be already and continually available for use in the intrastate labor, the Woman's Land Army, and the Victory Volunteers programs have been transferred to the Extension Service for loan to the State Extension Services.

Farm Security Administration. Until or unless otherwise provided, the functions of the Farm Security Administration, under the supervision and control of its Administrator, shall remain the same as heretofore prescribed in Memoranda issued by the Secretary of Agriculture or the War Food Administrator.

The Federal Crop Insurance Corporation. The Federal Crop Insurance Corporation shall hereafter function as an independent program agency within the War Food Administration, and, until or unless otherwise provided, the functions of the Federal Crop Insurance Corporation, under the supervision and control of its Manager, shall remain the same as heretofore prescribed in Memoranda issued by the Secretary of Agriculture or the War Food Administrator.

Office of Basic Commodities. There is hereby established within the War Food Administration the Office of Basic Commodities, at the head of which shall be a Director. The functions, funds, personnel, and property of the Commodity Credit Corporation with respect to the following and related matters are hereby transferred to the Office of Basic Commodities, and such activities with respect to these matters shall be carried out by the Office of Basic Commodities under the supervision and control of its Director:

- Activities of the Cotton Division
- Activities of the Grain Division
- Activities of the General Crops Division
- Activities of the Hemp Division
- Activities of the Oilseeds Division
- Activities of the Sugar Division

So much of the functions, funds, personnel, and property of the Fiscal Management Services, the Administrative Division, and the field offices of the Commodity Credit Corporation as relates to the activities hereby transferred to the Office of Basic Commodities shall be transferred for use in connection with the exercise of the functions so transferred.

The Office of Labor. The Director of Labor shall be responsible for all functions of the War Food Administration relating to labor, manpower, and wage stabilization, except those functions relating to intrastate labor, the Woman's Land Army, and the Victory Farm Volunteers.

Office of Marketing Services. There is hereby established within the War Food Administration the Office of Marketing Services, at the head of which shall be a Director. The functions, funds, personnel, and property of the Office of Distribution with respect to the following and related matters are hereby transferred to the Office of Marketing Services, and activities with respect to these matters shall be carried out by the Office of Marketing Services under the supervision and control of its Director:

Activities of the commodity branches relating to -

- Inspection, grading, and standardization
- Market News
- Meat Inspection
- Grain Standards Act
- Federal Seed Act
- Cotton Futures Act
- Cotton Standards Act
- Cotton Grade and Staples Statistics Act
- Tobacco Inspection Act
- Tobacco Compact Act
- Tobacco Statistics Act
- Tobacco Seed and Plant Exportation Act
- Packers and Stockyards Act
- Produce Agency Act
- Perishable Agricultural Commodities Act
- Export Apple and Pear Act
- Standard Container Act
- Sugar Act of 1937
- Insecticide Act
- Naval Stores Act, and
- Marketing Agreements Acts

- Activities relating to maximum price regulations
- Activities of the Compliance Branch, including, but not restricted to, the Commodity Exchange Act
- Activities of the Industry Operations Branch

Activities of the Marketing Facilities Branch, including, but not restricted to, the Warehouse Act, the 28-Hour Law, and Section 201 of the Agricultural Adjustment Act of 1938

Activities of the Civilian Food Requirements Branch, including but not restricted to, the formulation of plans and policies regarding the time, extent, and other conditions for the rationing of foods, and its functions relating to school lunch and direct distribution programs under Section 32

Activities of the Nutrition Programs Branch

Activities of the Distribution Planning Branch (except its price support and subsidy activities)

Activities of the Marketing Reports Division

Activities relating to the formulation, administration, and enforcement of War Food Orders issued pursuant to Title III of the Second War Powers Act, 1942 (except WFO 71, WFO 73, WFO 74, WFO 63 and WFO 116, and except for activities relating to the exercise of the priority powers, which, by this Memorandum, are transferred to the Office of Supply); provided that, the formulation of "set-aside" orders by the Director of Marketing Services shall be in collaboration with the Director of Supply

So much of the functions, funds, personnel, and property of the Administrative Services Division, the Audit Division, the Budget and Organization Division, the Finance Division, the Personnel Division, and the field offices of the Office of Distribution as relates to the activities hereby transferred to the Office of Marketing Services shall be transferred for use in connection with the exercise of the functions so transferred.

Office of Materials and Facilities. The Director of Materials and Facilities shall be responsible for all materials, supplies, machinery, equipment, and facilities programs of the War Food Administration. The Director of Materials and Facilities shall serve as representative of the War Food Administration on the Requirements Committee of the War Production Board.

Office of Supply. There is hereby established within the War Food Administration the Office of Supply, at the head of which shall be a Director. The functions, funds, personnel, and property of the Office of Distribution with respect to the following and related matters are hereby transferred to the Office of Supply; and activities with respect to these matters shall be carried out by the Office of Supply under the supervision and control of its Director:



Activities of Requirements and Allocation Control  
Activities of Program Liaison  
Activities of the Procurement and Price Support Branch  
Activities of the Shipping and Storage Branch  
Activities in connection with the administration of WFO 71,  
WFO 73, WFO 74, WFO 63, and WFO 116  
Activities relating to plant facilities and financing  
Activities with respect to all programs involving use of  
Commodity Credit Corporation or Section 32 funds except  
the school lunch and direct distribution programs  
Activities with respect to the requisitioning of food for  
human or animal consumption (Executive Order 9280, 7  
F. R. 10179, paragraph 8c)  
Activities with respect to the powers of acquisition of  
property under the Act of July 2, 1917 (40 Stat. 241),  
as amended by Title II of the Second War Powers Act of  
1942  
Activities with respect to the powers of taking over and  
operating facilities under Section 120 of the National  
Defense Act of 1916 (39 Stat. 213), and Section 9 of the  
Selective Training and Service Act of 1940 (54 Stat. 892)  
Activities with respect to anti-trust prosecution (Executive  
Order 9280, 7 F. R. 10179, paragraph 8 f)

So much of the functions, funds, personnel, and property of the Administrative Services Division, the Audit Division, the Budget and Organization Division, the Finance Division, the Personnel Division, and the field offices of the Office of Distribution as relates to the activities hereby transferred to the Office of Supply shall be transferred for use in connection with the exercise of the function so transferred.

The Director of Supply shall direct and be responsible for the determination of food requirements and the recommendation to the Administrator of allocations among claimants. The Director of Supply shall direct liaison activities with foreign food missions, the Armed Services, and other agencies for which he is responsible for procuring food. The Director of Supply shall also be responsible for the preparation of directives relating to the foreign purchase and importation of foods and the supervision of the activities of the Administration in connection with priorities for and requisitioning of food or property.

Soil Conservation Service. The functions, funds, personnel and property of the Office of Production relating to soil conservation and land use activities are hereby transferred to the Soil Conservation Service, and

these activities shall be carried out by the Soil Conservation Service under the supervision and control of the Chief of Soil Conservation. Until or unless otherwise provided, the other functions of the Soil Conservation Service, under the supervision and control of its Chief, shall remain the same as heretofore prescribed in Memoranda issued by the Secretary of Agriculture or the War Food Administrator.

#### IV. INTERAGENCY FOOD IMPORTATION COMMITTEE

The Interagency Food Importation Committee, established by Administrator's Memorandum No. 27, Supplement 4, Amendment 3, dated April 4, 1944, shall be composed of the Directors of Marketing Services, Transportation, Foreign Agricultural Relations, Supply, Basic Commodities, and the Chief of the Agricultural Adjustment Agency, or their designees. The Director of Supply or his designee shall serve as Chairman of the Committee. The Committee may also include representatives of such other agencies as may be invited by the Chairman. The Vice Chairman and the Executive Secretary shall be designated by the Chairman. The Committee shall act in an advisory capacity to the Chairman.

The Chairman, in consultation with members of the Committee, shall be responsible for -

- (1) Determining and recommending to the War Food Administration the quantities of food to be imported into the United States, sources of supply, and the most appropriate method (i.e., public purchases or private imports).
- (2) The preparation of directives for the foreign procurement of food for human or animal consumption through public purchases to be issued to the Foreign Economic Administration by the War Food Administration; provided, that such directives with respect to feed, fertilizers, seed, and other production facilities shall be submitted to the War Food Administrator with the concurrence or recommendation of the Chief of the Agricultural Adjustment Agency.
- (3) Participation with representatives of the War Production Board in the preparation of directives which are to be issued to the Foreign Economic Administration jointly by the Chairman of the War Production Board and the War Food Administration relative to the importation of food for industrial use.
- (4) Recommendations to the Inter-Departmental Shipping Priorities Advisory Committee on shipping quotas and shipping priorities to be established for the importation of food and food facilities. In collaboration with the Director of Transportation, the Chairman, or a joint designee, shall represent the War Food Administration on the Inter-Departmental Shipping Priorities Advisory Committee.

The Chairman, or his designee, shall -

(1) Refer to the Director of Transportation, or his designee, the determinations made as to shipping quotas and priorities, who shall thereupon have the responsibility, as liaison officer between the War Food Administration and the War Shipping Administration, of making every effort to see that over-all shipping is provided to meet the requirements of the shipping quotas and priorities established.

(2) In collaboration with the Director of Transportation work out the month-to-month scheduling of importations with the War Shipping Administration.

#### V. FOOD REQUIREMENTS AND ALLOCATIONS COMMITTEE

The Director of Supply shall serve as Chairman of the Food Requirements and Allocations Committee (Administrator's Memorandum No. 30, revised March 18, 1944), and shall perform all of the duties assigned to the Chairman, including the responsibilities of the Chairman of the Food Requirements and Allocations Committee in connection with the work of the Combined Food Board. The responsibilities of the Director of Production set forth in Administrator's Memorandum No. 30, revised March 18, 1944, shall hereafter be performed by the Chief of the Agricultural Adjustment Agency.

#### VI. SERVICE AGENCIES

All the Service Agencies of the Department of Agriculture, including the Bureau of Agricultural Economics, the Office of Budget and Finance, the Office of Foreign Agricultural Relations, the Office of Information, the Land Use Coordinator, the Library, the Office of Personnel, the Office of Plant and Operations, and the Office of the Solicitor, shall also constitute a part of the War Food Administration. Except as the Administrator may expressly prescribe otherwise, the services of such agencies shall be utilized by the War Food Administration in the same manner and to the same extent as their services have heretofore been utilized by the Department of Agriculture. In addition, the Office of Personnel will perform detailed personnel operations for those agencies of the War Food Administration which do not maintain their own personnel offices, and the Office of Budget and Finance will perform detailed budgetary and fiscal operations for those agencies of the War Food Administration which do not maintain their own budget and fiscal offices.



VII. PERSONNEL ASSIGNMENTS

First Assistant Administrator - - - - - Grover B. Hill

Assistant Administrator - - - - - Wilson Cowen

Assistant Administrator - - - - - Ashley Sellers

Special Advisor to the Administrator - - - - - D. A. FitzGerald

Assistants to the Administrator

- - - - - Jesse E. Baskette, Jr.

- - - - - Thomas J. Flavin

- - - - - Francis A. Flood

- - - - - Ernest C. Neas

- - - - - LaFayette L. Patterson

Director of Price - - - - - H. B. Boyd

Director of Surplus Property and

Reconversion - - - - - David Meeker

Director of Transportation - - - - - Edgar B. Black

Director of Water Utilization - - - - - Ralph R. Will

Chairman of the National War Board - - - - - Ernest Duke

Chief of the Agricultural Adjustment

Agency - - - - - N. E. Dodd

President of the Commodity Credit

Corporation - - - - - (To be designated)

Vice President of the Commodity Credit

Corporation for Administrative and

Fiscal Services, and Secretary of CCC - - - - - G. E. Rathell

Director of Basic Commodities - - - - - Carl C. Farrington

Director of Supply - - - - - Lee Marshall

Director of Extension Work - - - - - M. L. Wilson

Administrator of the Farm Security

Administration - - - - - Frank Hancock

Manager of the Federal Crop Insurance Corporation - - - - - J. Carl Wright  
Director of Labor - - - - - Brig. Gen. Philip G. Bruton  
Director of Marketing Services - - - - - Lee Marshall  
Director of Materials and Facilities - - - - - Frederick B. Northrup  
Chief of Soil Conservation - - - - - H. E. Bennett  
Chief of the Bureau of Agricultural Economics - - - - - Howard R. Tolley  
Director of Finance - - - - - W. A. Jump  
Director of Foreign Agricultural Relations - - - - - L. A. Wheeler  
Director of Information - - - - - Keith Himebaugh  
Land Use Coordinator - - - - - Ernst H. Wiecking  
Librarian - - - - - Mildred Benton, Acting  
Director of Personnel - - - - - T. Roy Reid  
Chief of Plant and Operations - - - - - Arthur B. Thatcher  
Solicitor - - - - - Robert H. Shields

#### VIII. ADMINISTRATIVE COMMITTEE

To facilitate the execution of the organizational changes outlined in this Memorandum, there is hereby established for such period as may be necessary an Administrative Committee composed of the Solicitor, the Director of Personnel, and the Director of Finance. The Director of Finance shall act as Chairman of the Committee. The Committee shall have the authority to determine the construction and the application of the provisions of this Memorandum. The Director of Finance, with the advice of the Committee, shall have authority to determine necessary transfers of functions, funds, personnel, and property to effectuate the changes prescribed in this Memorandum.

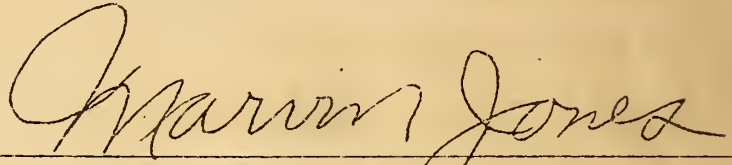
#### IX. MISCELLANEOUS

All previous Memoranda are superseded to the extent that they conflict

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or are inconsistent with the provisions of this Memorandum.

The provisions of this Memorandum shall become effective January 1, 1945.

  
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Administrator